

Connect to Databases Online via GPOAccess via:

Web: http://www.access.gpo.gov/su_docs

Internet WAIS client software Telnet: swais.access.gpo.gov Modem: 202-512-1661

Connect to the Federal Bulletin Board/FTP site via:

Telnet/FTP: fedbbs.access.gpo.gov or dial 202-512-1387

For General Information:

Call: toll-free 1-888-293-6498 or 202-512-1530 (local)

Email: gpoaccess@gpo.gov

Helpful Hints For Searching the Government Information Locator Service (GILS) Online via GPO Access

Content and file format:

The Government Information Locator Service (GILS) databases contain records to identify public information resources throughout the Federal government, describe information available in those resources, and provide assistance in obtaining information on those resources. GILS core records describe the GILS record holdings of a particular agency. Pathway GILS records are provided as a service for Federal Depository Libraries and the public to identify, describe, and link to other government information, emphasizing the subject content and publications of an agency. Users also have the ability to search all known WAIS based Federal GILS sites from the *GPO Access* GILS application Web site. The GILS database will be updated irregularly. Each GILS document is available as an ASCII text file. Some GILS records are available as HTML or SGML files.¹

Fields:

The fields in the GILS databases are:

title: Title

localsubjectindex: Local Subject Index

abstract: Abstract purpose: Purpose

availablelinkagetype: Available Linkage Type

agencyprogram: Agency Program
accessconstraints: Use Constraints
crossreference: Cross Reference
controlidentifier: Control Identifier

dateoflastmodification: Date of Last modification

recordsource: Record Source originator: Originator thesarus: Thesaurus

geographicname: Geographic Name sourcesofdata: Sources of data

timeperiodofcontent: Time Period of Content

methodology: Methodology

supplementalinformation: Supplemental Information

Schedule number: Schedule number

pointofcontactforfurtherinformation: Point of Contact for further information

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Similarly, when searching via the World Wide Web, type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the ADVANCED searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Code:

Each record in the GILS database will be displayed in the results list with the database identification code followed by the initial words of the title. For example: GILS: FCC Internet Site

Maximum Responses:

The default settings for SWAIS and for the WinWAIS/MacWAIS client software is to return a maximum of 40 responses to a query. To locate a larger number of documents(maximum is 350), you will need to change the setting. In SWAIS type a lower case o at the SOURCE SELECTION menu to change your options. In WinWAIS, select Edit and then Preferences from the pull-down menu. In MacWAIS, select File and then Preferences from the pull-down menu. On the *GPO Access* Web Searching Pages a box is provided in which you may change the number of documents returned.

Sample Searches:²

Subject

Query: pollution

Result: GILS_epa: Pollution Prevention Information Database Title: Integrated Groundwater Information System

This search is an example of what results come from searching all known WAIS based Federal GILS sites. GILS records returned to the results list come from databases not located on *GPO Access*. The first result is an EPA GILS record.

Query: Subject using fields

Query: Abstract=pension

Result: GILS_pbgc: PBGC Annual Premium Filings

This search demonstrates the use of the field "abstract". The abstract field contains a narrative description of the information resource. This query will only retrieve records with the word "pension" in the abstract.

Title

Query: title="federal register"
Alternative: title=federal ADJ register

Result: GILS_cpsc: Federal Register Notices GILS_itc: Federal Register Notices

This search demonstrates how to search on the "title" field. It also demonstrates the functioning of the ADJ operator (or use of a phrase in quotation marks). This query will only retrieve records with the words "federal register" in the title. The title field conveys the most significant information available about the resource, including the general topic area and specific reference to the subject.

Originator

Query: originator="office personnel management" **Alternative:** originator="office of personnel management"

Result: GILS_opm: Office of Personnel Management's Privacy Act System

GILS_opm: Federal Job Information Center (FJIC) Touch System

This search demonstrates how to search on the "originator" field. It is helpful to use this if you want only resources that originate from a specific agency. The lower case "of" in the alternate query is a stop word (unlike a boolean operator such as AND), so its presence will have no effect on the search results.

Full Record Search

Query: internet OR web

Results: GILS: Superintendent of Documents Homepage on the World

GILS: FCC Internet Site

This search demonstrates how to search the full text of a GILS record. It also demonstrates the functioning of the OR operator. Records with the word "internet "or "web" located in any field will appear in the results list.

Links to the World Wide Web

Many records are provided in both text and HTML format. The HTML format records contain hot links to the World Wide Web. For example, when the results of the above query come back, you may choose to view the first record in HTML format. The title of the record "The Superintendent of Documents Homepage on the World Wide Web" is a hot link. Click on the title and you will automatically be linked to the site. This is only possible if you have a Web Browser.

ENDNOTES

- {1}HTML (Hypertext markup language) files may contain hotlinks directly to the information resource or to related documents.
- {2} The results of these sample searches are described as they will appear using SWAIS or the WinWAIS and MacWAIS client soft-